

# **ROBERT WADE AND ASSOCIATES, P.A.**

31 OCEAN REEF DR STE C 101-272  
KEY LARGO, FL 33070

## **Corporate Records Book**

# **2024**

FLORIDA  
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COUNCIL FOR  
CORPORATIONS  
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400 CAPITAL CIRCLE SE, SUITE 18 #309  
TALLAHASSEE, FL 32301-3839

[services@councilforcorps.com](mailto:services@councilforcorps.com)

## **Florida Council For Corporations**

400 CAPITAL CIRCLE SE, SUITE 18 #309  
TALLAHASSEE, FL 32301-3839  
Ph. 888-408-0886  
Email: [services@councilforcorps.com](mailto:services@councilforcorps.com)

Attention: Corporate Representative

Please inspect the contents carefully for damage. If a records book is damaged, please return it to us for a replacement, which will be provided immediately. Our documents and services are fully guaranteed. If you are not satisfied for any reason, the Records Book may be returned for a full refund. If you have multiple corporations, it is necessary to have separate records for each entity. Please contact us via telephone or email to obtain additional records.

**FLORIDA COUNCIL FOR CORPORATIONS  
400 CAPITAL CIRCLE SE, SUITE 18 #309  
TALLAHASSEE, FL 32301-3839**

**March 27, 2024**

Attention: DONNA WADE  
ROBERT WADE AND ASSOCIATES, P.A.  
31 OCEAN REEF DR  
STE C 101-272  
KEY LARGO, FL 33070

Re: Corporate Records

Dear Donna Wade:

Enclosed with this letter are the annual corporate documents that have been prepared for your Company. Also included is a Corporate Records Book to hold these documents and related records.

Specifically, enclosed is a document entitled "Unanimous Consent of Shareholders". This document lists the Directors of the Corporation. Each person listed as a Shareholder must sign this document on the line above where their names are printed. Each person should date the document on the line opposite their signature.

Second, enclosed is a document entitled "Unanimous Consent of Directors" that lists the corporate officers for your Company. This document must be signed by each Director on the line above where the Director's name is printed. Each person should date the document on the line opposite their signature.

After the enclosed Unanimous Consents have been signed and dated, the documents should be inserted in the Corporate Records Book. Your company's corporate records will be current after the Unanimous Consent documents are signed and dated.

If you have any questions regarding the completion of these documents, please contact us via e-mail at the following address: [services@councilforcorps.com](mailto:services@councilforcorps.com).

**Notice: The preparation of records of annual meetings does not satisfy the requirement to file the annual report required by Florida Business Corporations Act 607.1622. The annual report and instructions may be found online.**

Very truly yours,

FLORIDA COUNCIL FOR CORPORATIONS

**ROBERT WADE AND ASSOCIATES, P.A.**  
**Unanimous Consent of Shareholders**

The undersigned, being all of the Shareholders of ROBERT WADE AND ASSOCIATES, P.A. (the "Corporation"), unanimously and in writing consent to the following action in lieu of a meeting:

**RESOLVED:** The Directors of the Corporation are as follows:

Donna Wade

The Directors of the Corporation shall hold office until the next annual meeting or until successors are duly elected and qualified.

**FURTHER RESOLVED** All the actions and decisions of the Board of Directors and Officers of this Corporation for the past fiscal year through and including the date of this consent are hereby approved and ratified.

The undersigned further certifies that the foregoing Resolutions remain in full force and effect and have not been either rescinded or modified.

IN WITNESS WHEREOF, the Shareholders of ROBERT WADE AND ASSOCIATES, P.A. have executed this Unanimous Consent of Shareholders.

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Date

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Donna Wade, Shareholder

**ROBERT WADE AND ASSOCIATES, P.A.**  
**Unanimous Consent of Directors**

The undersigned, being all of the Directors of ROBERT WADE AND ASSOCIATES, P.A. (the "Corporation"), unanimously and in writing consent to the following action in lieu of a meeting:

**RESOLVED:** The Officers of the Corporation are as follows:

CEO: Donna Wade

The Officers of the Corporation shall hold office until the next annual meeting or until successors are duly elected and qualified.

**FURTHER RESOLVED** All the actions and decisions of the Board of Directors and Officers of this Corporation for the past fiscal year through and including the date of this consent are hereby approved and ratified.

The undersigned further certifies that the foregoing Resolutions remain in full force and effect and have not been either rescinded or modified.

IN WITNESS WHEREOF, the Directors of ROBERT WADE AND ASSOCIATES, P.A. have executed this Unanimous Consent of Directors.

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Date

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Donna Wade, Director